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MEMORANDUM FOR: Executive Director-Comptroller  
THROUGH : Director of Budget, Program Analysis, and  
Manpower  
SUBJECT : Agency Vehicles  
REFERENCE : Action Memo No. A-354 dtd 28 Jan 64 to DD/S  
fr Ex Dir-Compt, same subject

1. This memorandum is in response to paragraph 4 of the reference.
2. The Agency's Fiscal Year 1965 Congressional budget provides for a net reduction of 48 passenger vehicles. The reduction from [redacted] to [redacted] is the beginning of a series of actions designed to encourage the granting of transportation allowances overseas in lieu of [redacted] vehicles.

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3. Revisions of Agency Regulations now being coordinated include the following changes:

- a. Permits the shipment at Government expense of a foreign, personally owned, vehicle when it is to be used for operational purposes in lieu of [redacted]
- b. Provides for Deputy Director for Support approval of increases in the \$50 per month transportation allowance upon receipt of acceptable justification.
- c. Requires annual reporting to Headquarters concerning the total personal and official mileage [redacted]
- d. Provides that [redacted] mileage between residence and office be charged as personal mileage.

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GROUP 1  
EXCLUDED  
FROM AUTOMATIC  
DOWNGRADING AND  
DECLASSIFICATION

e. Permits an alternate method of reimbursing for use of a [REDACTED] vehicle by providing that the employee will pay all costs of vehicle operation (i. e., gas, oil, lubrication, washing and tire repairs), but will make no claim to the Agency for costs involved in official travel in the vehicle. Conversely, the Agency will not require mileage rate reimbursement for personal use [REDACTED]

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f. Permits Chiefs of Station to authorize transportation allowances without the necessity for securing Headquarters approval on each case.

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4. The above changes in Agency Regulations are designed to make transportation allowances more acceptable to employees [REDACTED] Additional measures planned to bring about the desired changes are: 25X1A

a. A request to the Agency's Credit Union for preferential interest rates for automobile loans to employees whose vehicles will be used for official purposes [REDACTED]

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b. A dispatch to all Chiefs of Station firmly announcing the Agency's vehicular economy program, and emphasizing Agency intent to get out of [REDACTED] business wherever possible.

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c. Special attention to Agency vehicle usage and economies by members of the Inspector General's Staff as a part of their regular system of audits and inspections.

L. K. White  
Deputy Director  
for Support

cc: ✓ Special Support Assistant to the DD/S  
Director of Logistics

<b>TRANSMITTAL SLIP</b>		DATE
TO: Special Support Assistant to the DD/S		
ROOM NO. 7D18	BUILDING Hqs.	
REMARKS: 		
FROM: Deputy Director for Support		
ROOM NO.	BUILDING	EXTENSION

FORM NO. 241 1 FEB 55 REPLACES FORM 36-8 WHICH MAY BE USED. GPO : 1957-O-499445 (47)

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